

City of Blue Lake  
City Council  
Skinner Store – 111 Greenwood Ave., Blue Lake, CA  
April 12, 2016  
MINUTES

The Meeting called to order at 7:03 p.m.

Councilmembers Present: Adelene Jones, John Sawatzky, Michele McCall-Wallace, Jean Lynch,

Councilmembers Absent: Stephen Kullmann

Staff Present: City Clerk April Sousa

**Motion to Approve the Agenda**

Councilmember Sawatzky *motioned to approve the agenda after moving item 5 to occur before item 4.* Councilmember Jones seconded. The motion carried unanimously.

**Public Input**

None

**Appointment to Planning Commission to Fill Vacancy of Term Ending June 30, 2018**

Council asked questions of applicant, Dennis Whitcomb.

Councilmember Jones *motioned to appoint Dennis Whitcomb as commissioner to the Blue Lake Planning Commission to fill the vacant term ending June 30, 2018.* Councilmember Sawatzky seconded. The motion carried.

**A Proclamation Honoring John Berchtold for His Years of Service and Acknowledging All He Has Accomplished During His Time as the City Manager of the City of Blue Lake**

Councilmember Sawatzky *motioned to accept the Proclamation Honoring John Berchtold for His Years of Service and Acknowledging All He has Accomplished During His Time as the City Manager of the City of Blue Lake.* Councilmember Jones seconded. The motion carried.

**Appointment to Parks and Recreation Commission to Fill Vacancy of Term Ending January 30, 2017**

The applicant, Darcey Lima, was unable to attend. Council asked to have this item be placed on a future agenda that the applicant is able to attend and answer questions from Council.

**Ordinance No. 511: An Ordinance of the City of Blue Lake Adopting the City of Blue Lake Emergency Operations Plan, Defining an Emergency, Appointing a Director of Emergency Services, and Repealing Ordinance No. 255**

Council asked clarifying questions regarding this Ordinance.

Councilmember Jones *motioned for a second reading and adoption of Ordinance No. 511: An Ordinance of the City of Blue Lake Adopting the City of Blue Lake Emergency Operations Plan, Defining an Emergency, Appointing a Director of Emergency Services, and Repealing Ordinance No. 255, by title only.* Councilmember Sawatzky seconded. The motion carried with the following votes:

Ayes: McCall-Wallace, Sawatzky, Lynch, Jones

Nays: None

Absent: Kullmann

Abstain: None

**Ordinance No. 518: An Ordinance of the City Council of the City of Blue Lake Amending the Blue Lake Flood Plain Management Ordinance No. 442 Section 4.0**

Council discussed the development of this Ordinance and asked clarifying questions regarding conflict of interests that may apply to this Ordinance.

Councilmember Jones *motioned for a first reading of Ordinance No. 518: An Ordinance of the City Council of the City of Blue Lake Amending the Blue Lake Flood Plain Management Ordinance No. 442 Section 4.0, by title only.* Councilmember Sawatzky seconded. The motion carried.

### **Brown Act Training Opportunities for Council and Commissions**

Council discussed the information presented in the packet. Clarification was made that Council did not want to participate in the 10-month webinar series on social media being offered by the League of California Cities.

Council restated the direction for the City Manager to contact the City Attorney for direction and guidance in identifying resources for training options regarding the Brown Act linking it to social media.

### **Development of City-Wide Social Media Use Policy**

Council reviewed the information presented in the packet. It was noted that the City Attorney was not contacted prior to the draft presented. Council asked for the City Attorney to be consulted with on a City-Wide Social Media Policy.

It was noted that the City was able to get an account started with NextDoor.

The website development was brought up at this time, and asked to be placed on a future agenda.

### **Consent Agenda**

Mayor McCall-Wallace pulled item d: Acceptance of Various Donations from the Consent Agenda. Councilmember Jones pulled item c: Administration of City Council Email Addresses to Current City Councilmembers from the Consent Agenda.

Councilmember Sawatzky *motioned to accept Consent Agenda item a: Minutes from March 22, 2016 and item b: Warrants and Disbursements from March 2016.* Councilmember Lynch seconded. The motion carried.

### **Administration of City Council Email addresses to Current City Councilmembers**

Council asked clarifying questions regarding the cost for adding these email addresses and the plan for implementation. The question regarding if other commissions should have City emails as well was brought up. Council directed staff to bring this information back to the next meeting.

### **Acceptance of Various Donations**

Council discussed each donated item individually. A reminder was given to the public that donations in the future needed to follow policy and regulations. Council consensus was to clarify the policy on donations.

Councilmember Sawatzky *motioned to accept the following various donations: a. Picnic Table from Mad River Old Crows, b. Spring Toy for the Tot Lot from John Berchtold, c. 2-2 ½ inches Coarse, Washed River Sand for the Horse Arena from Kernan Construction.* Councilmember Lynch seconded. The motion carried.

### **Reports of Council and Staff**

Councilmember Jones reported on the Redwood Regional Economic Development Commission (RREDC) meeting. She stated that the Humboldt Waste Management Authority (HWMA) meeting was coming up, and she would be going to that, and gave information on the Museum Salad Luncheon on April 21, 2016 at 11:30 a.m., and the Chamber Mixer on April 13, 2016 at 6 p.m.

Councilmember Lynch commented on the fire response from a recent local fire and a Community Emergency Response Team (CERT) meeting she has recently become a part of.

Councilmember Sawatzky had nothing to report.

Mayor McCall-Wallace noted that she would be unable to attend the Humboldt County Association of Governments meeting and asked the alternate, Councilmember Sawatzky, to attend. She also read portions of the City Manager's report. It was noted that before negotiations begin with the Sheriff, the City should wait for a formal response back from the Sheriff on the request. As Liaison with the Sheriff Department and Mayor, she would be a part of these negotiations when they occur.

#### **Future Agenda Items**

- Discussion regarding City Website Updating/Administration
- Social Media – Brown Act Training and Policy draft
- Council Email Costs and Plan of Implementation
- Budget Discussion for Direction to City Manager
- Budget Subcommittee recommendations
- Parks and Recreation Committee Joint Meeting
- 14/15 Audit Update

#### **Correspondence**

none

#### **Motion to Adjourn**

Councilmember Sawatzky *motioned to adjourn*. Councilmember Lynch seconded. The motion carried. Meeting adjourned at 8:36 p.m.

April Sousa  
City Clerk